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New York State Education Department

REGULATIONS RELATING TO

TEACHERS CERTIFICATES

September 1906

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STATE OF NEW YORK

EDUCATION DEPARTMENT

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REGULATIONS RELATING TO

TEACHERS CERTIFICATES

Based on Regents rules enacted Sep. 20, 1905.

Certificates are of the following classes: elementary; academic; first grade; training class; training school; State; special certificates to be known as kindergarten, drawing, etc.; normal diplomas; college certificates.

Age. Under a provision of law that went into effect in 1896, no person under 18 years of age can receive a certificate.

Elementary certificate

Term. Certificates of this grade shall be issued for a term of two years and shall be limited to a particular school not maintaining an academic department.

Number of certificates. Only one certificate of this grade shall be granted to the same person, but it may be extended one year for each year of academic work completed while it is in force.

Experience. None is required.

Educational requirements. Candidates shall be required to pass an examination in arithmetic, elementary United States history with civics, geography, reading,

spelling, penmanship, drawing, physiology and first year English (or its equivalent, English composition with either advanced English or grammar).

Standing required. Candidates for certificates of this grade must attain a standing of 75 per cent or more in each subject.

Number of trials allowed. Candidates for a certificate of this grade will be permitted to combine the standings earned in any four examinations within a year, but no one will be permitted to complete the work for this certificate until he shall have passed his 17th birthday. The certificate can not be issued by law until the candidate becomes 18 years old.

Dates of examinations. Examinations for this certificate shall be held in January, June and September of each year on the same dates as the Regents examinations; also in January, April, August and November on the same dates as the uniform examinations, so long as the latter shall be held [*see* p. 29].

Scope of examinations. Each elementary examination shall embrace questions in all required subjects. Candidates may submit

papers on any subject required for this certificate, at any examination, uniform or Regents, and a standing gained in any such examination shall be credited during the year toward such an elementary certificate.

Places of examination.[1] The January and June examinations will be held in academic schools admitted to the University, and at such other places as the school commissioners may designate with the approval of the Department. The September examination will be held in New York, Albany, Syracuse and Buffalo and at such other places only as may be named by the school commissioners and approved by the Department.

Date of certificate. All certificates shall be issued January 1 and August 1 of each year. A candidate may take the examination at any appointed time or place, but a certificate shall be issued only after the candidate shall have made an engagement to teach, approved by the school commissioner.

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[1] The Regents examinations that are conducted in January and in June by the school commissioners shall be open not only to prospective teachers but also to such pupils in the rural schools as may be qualified to take them. No more ninth grade examinations will be given.

A person entitled to an elementary certificate is legally qualified to contract by presenting a statement from the school commissioner having jurisdiction showing that such person is entitled to this certificate, and certifying that such certificate will be issued when a contract has been made with the trustees of some district to be designated in such statement of the school commissioner.

Academic certificate

Term. Certificates of this grade shall be issued for a term of three years and shall be limited to a particular school not maintaining an academic department.

Number of certificates. But one certificate of this grade shall be granted to the same person.

Experience. None is required.

Educational requirements. Candidates must hold an academic diploma which shall include the following subjects: history of Great Britain and Ireland; American history with civics (or advanced United States history); physics; biology (including physiology) or physiology with either botany or zoology; psychology and the

principles of education or history and principles of education; advanced arithmetic; drawing.

There must also have been at least 40 periods of observation of elementary work, under the supervision of the principal of the school.

Standing required. Subjects must have been passed at 75% or more. Candidates for this certificate will not be permitted to utilize any standings earned prior to their becoming 15 years of age and must not complete their work before becoming 17 years old. The certificate will not be issued until the candidate is at least 18 years old. Standings earned in uniform examinations may be applied toward the academic diploma.

Date of certificate. All certificates will be issued January 1 and August 1 of each year.

This certificate shall be issued only upon the application of the school commissioner, and on the certification of the commissioner and of the principal of the school as to the moral character and the ability of the student concerned.

Places of examinations. The examinations will be held in academic schools admitted to the University.

Commissioners uniform certificates

Examinations for second grade certificates were discontinued in April 1906.

First grade certificates

Certificates of the first grade will be issued under the following regulations, as heretofore, but no examination for first grade certificates will be held after April 1907.

Term. Certificates of this grade shall be issued for a term of 10 years.

Renewals. Upon their expiration, from time to time, certificates held by teachers who have taught under them successfully for a period of five legal school years, may be renewed by any school commissioner in the State, for a period of 10 years, without examination.

Experience. Candidates must have taught successfully for at least two years, and are not eligible to receive this certificate without having had such experience.

Educational requirements. Candidates shall be required to pass a written examination in the following subjects: algebra, American history, arithmetic, bookkeeping, civil government, current topics, drawing, English composition, geography, grammar, history of education, methods and school management, orthography, penmanship, physics, physiology and hygiene, reading and school law.

Standing required. For certificates of this grade candidates must attain a standing of 75 per cent in all subjects except drawing and in that subject 65 per cent.

Number of trials allowed. Candidates may combine for this certificate the results of 12 examinations within a period of three years.

Dates of examinations

Examinations will be held November 8, 9, 1906 and January 10, 11 and April 11, 12, 1907.

Each examination shall embrace question papers on all subjects. Candidates may therefore submit papers on any subject required for a certificate at any examination.

Substitutions

For any of the standings except reading, the candidate may substitute standings in the same subject earned in Regents examinations subsequent to November 1, 1904, provided the candidate was at that time at least 15 years old.

Program of examinations

Thursday a. m. Arithmetic, geography, drawing, history of education.

Thursday p. m. English composition, grammar, physiology and hygiene, current topics.

Friday a. m. American history, algebra, bookkeeping, orthography.

Friday p. m. Civil government, school law, physics, methods and school management, reading.

Exempt from examination

Under merit rules. Candidates who are credited with 90 per cent or more on a second grade certificate will be exempt from examination in such subjects for one year from the date of the expiration of the certificate on which such standing is credited.

Candidates for certificates of any grade shall be exempt from examination in any subject in which they have attained a standing of 75 per cent in an examination for a State certificate, not more than five years previously.

Five years' experience. Teachers who have taught successfully five years shall be exempt from examination in all subjects credited on a second grade certificate with a standing of 75 per cent. The standing in these exempt subjects shall remain valid for two years after the expiration of the certificate on which they are credited.

A standing in composition and in reading earned previous to August 1, 1900, will not be accepted under this rule for English composition and reading.

Training class certificate

Term. These certificates shall be issued for a term of three years.

Force. They shall be valid in all schools not maintaining an academic department.

However, a holder of this certificate who entered the training class on an academic

diploma shall after four years of successful experience be eligible to teach in the sub-academic grades of any school.

This certificate shall entitle its holder to one year's advanced standing in a State normal school, provided he entered the training class on an academic diploma and has taught successfully one year after graduation from the training class.

Renewals. Upon the expiration of three years these certificates shall be renewable for five year periods if the holder has had at least two years of successful experience under the certificate.

Experience. Candidates must have been in attendance upon a training class for at least two terms, as provided in the training class regulations.

Requirements. Candidates must attain, in examinations held for training classes, 75 per cent in each of the following subjects: arithmetic, American history, drawing, language and grammar, geography, physiology, reading, civics, school law, psychology and principles of education, penmanship, school management, history of education, spelling.

Dates of examinations. Examinations will be held in January and in June on the last three days of the week during which Regents examinations occur [*see* p. 29].

Program of examinations

Wednesday a. m. Psychology;[1] physiology; spelling

Wednesday p. m. School management; language, composition and grammar

Thursday a. m. Arithmetic; school law

Thursday p. m. American history; reading

Friday a. m. Geography; history of education

Friday p. m. Drawing; civil government

Training school certificate

A training school certificate will be issued under the provisions of chapter 1031 of the laws of 1895 to those who shall complete the course of study prescribed for training schools. Admission to training schools shall be only on high school graduation from a course of study approved by the Commissioner of Education [*see* p. 26].

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[1] Penmanship will be marked on the paper in psychology.

These certificates shall be valid for three years and renewable in periods of 10 years on evidence of two years successful experience in teaching.

Dates of examinations. Examinations will be held in January and in June on the last three days of the week during which Regents examinations occur [*see* p. 29].

Program of examinations

Wednesday a. m. Psychology and principles of education; nature study, physiology and hygiene

Wednesday p. m. School management; methods in language, composition and grammar

Thursday a. m. Methods in arithmetic

Thursday p. m. Methods in history and civics; methods in reading, phonics and orthography

Friday a. m. Methods in geography; history of education

Friday p. m. Methods in drawing

State certificate

A State certificate, valid for life in all grades of schools, will be issued to any person who after two years of successful experience in teaching shall attain the required standing at a special examination in each of the following subjects:

GROUP 1

Algebra
Arithmetic
American history
Geography
Grammar
Spelling
Penmanship
Physiology and hygiene

GROUP 2

Bookkeeping
Botany
Chemistry
Civil government
Composition and rhetoric
Drawing
General history
English and American literature
Geology or zoology or astronomy
History and principles of education
Methods and school economy
Plane geometry
Physics
School law

GROUP 3

Any one of the following subjects:

Latin through the first four books of Caesar's *Commentaries.*
French (simple prose)
German (simple prose)
Spanish (simple prose)

A standing of at least 75 per cent is required in each of the subjects of group 1, and an average standing of at least 75 per cent in the subjects of groups 2 and 3, but no paper in either of these groups showing a standing of less than 50 per cent will be accepted.

Three consecutive examinations will be allowed in which to qualify for this certificate.

Substitution. In view of the advanced character of this certificate, credits earned in other examinations can not be accepted for this.

Dates and places of examinations. August 19–23, 1907; August 24–28, 1908; August 23–27, 1909; August 22–26, 1910. The examinations will be held at the following places:

Albany—at high school building
Binghamton—at high school building

Buffalo—at normal school building
Chautauqua Assembly
Elmira—at the academy
Kingston—at Kingston Academy
Liberty—at high school building
New York—at the training school for teachers, 119th street and 2d avenue
Ogdensburg—at the academy
Plattsburg—at normal school building
Rochester—at high school building, Fitzhugh street
Salamanca—at high school building
Syracuse—at new high school building
Utica—at advanced school building
Watertown—at high school building

Scope of examinations. It is expected that each candidate will have covered, in each academic subject, the amount of work ordinarily required in a high school course. In the examinations each subject will be viewed largely from the teacher's standpoint and candidates should be prepared to give clear presentations, explanations and proofs.

There will be no special topics for study except in English and American literature. The examination in these subjects will be

based on the high school reading course. In outline this is as follows:

Reading. Certain books are set for reading. The candidate is required to present evidence of a general knowledge of the subject-matter, and to answer simple questions on the lives of the authors. The books set for this part of the examination are:

In 1907 and 1908: Shakspere's *Macbeth* and *The Merchant of Venice;* the *Sir Roger de Coverley Papers;* Irving's *Life of Goldsmith;* Coleridge's *The Ancient Mariner;* Scott's *Ivanhoe* and *The Lady of the Lake;* Tennyson's *Gareth and Lynette*, *Lancelot and Elaine*, and *The Passing of Arthur;* Lowell's *The Vision of Sir Launfal;* George Eliot's *Silas Marner.*

Study and practice. The books set for this part of the examination are:

In 1907 and 1908: Shakspere's *Julius Caesar;* Milton's *L'allegro*, *Il penseroso*, *Comus and Lycidas;* Burke's *Speech on Conciliation with America;* Macaulay's *Essay on Addison* and *Life of Johnson.*

Special certificates

Limitations. These certificates may be granted to those candidates who desire to

teach a special subject only, technical in character, and who have made special preparation for the work. The certificate will entitle its holder to teach the special subject only.

Term and renewals. A special certificate may be granted for three years and after two years of successful experience it may be renewed for five year periods.

No special certificate shall be granted, even though it be earned, except at the request of a superintendent or commissioner after the applicant shall have been assured of a position to teach.

Educational requirements. The applicant for any certificate, special in nature, must furnish evidence of graduation from an approved high school, or the equivalent, and also from an approved professional institution wherein he has completed a course of study in the special subject. In addition he must establish to the satisfaction of the Commissioner of Education that he is qualified to teach such special subject.

Examinations. The above educational requirements apply to special certificates to teach elocution, sewing, cooking, manual

training, vocal music, kindergarten, drawing, commercial branches and stenography. In addition, for the last four certificates named candidates must pass the Department examinations prescribed below, and may combine for a certificate the standings earned in any four consecutive examinations.

Kindergarten certificate. Training school examinations in history of education, psychology and principles of education, school management, primary methods, kindergarten methods. For program and dates, *see* pages 29, 32.

Drawing certificate. Special examination in drawing [*see* p. 30].

Commercial certificate. Regents examinations in advanced bookkeeping, business arithmetic, commercial law [*see* p. 29, 35, 36].

Stenographer's certificate. Regents examinations in stenography and typewriting [*see* p. 29, 34-36].

Normal diploma

Diplomas of the New York State normal schools and of the New York State Normal College under the statute are certificates authorizing the holders to teach in the schools of the State.

College graduate certificate

Limited. A certificate valid for two years will be granted without examination to a graduate of any approved college.

This certificate is not valid in the primary and grammar grades of city schools.

Permanent. If during the two years the holder shall pass the required examinations, the certificate will be renewed for one year. At the end of three years of successful experience a college graduate certificate will be issued, valid for life, in any department of any school.

Program of examinations

Thursday a. m. Psychology

Thursday p. m. History of education

Friday a. m. Principles of education

Friday p. m. Methods

Dates and places. The examinations will be held annually in September at the following places:

Albany—at Assembly Chamber
Buffalo—at Conley's Hall, 650 Main st.
Canton—at St Lawrence University
Elmira—at Elmira College

New York—at Grand Central Palace, 43d st. and Lexington av.

Syracuse—at Syracuse Medical College

The examinations will be held September 27, 28, 1906; October 3, 4, 1907; September 24, 25, 1908; September 23, 24, 1909; September 29, 30, 1910.

The scope of the examination is shown in Higher Education bulletin 25, a copy of which will be sent on application.

College graduate professional certificate

Provisional. A certificate valid for three years in any grade of any school will be issued to any graduate of an approved college who shall have completed therein a course in education under the regulations of the Education Department.

Permanent. On evidence of three years' successful experience, a permanent certificate will be issued.

Indorsement of diplomas and State certificates

Under the consolidated school law of this State the Commissioner of Education "may also, in his discretion, indorse a

diploma issued by a state normal school or a certificate issued by a state superintendent or state board of education in any other state, which indorsement shall confer upon the holder thereof the same privileges conferred by law upon the holders of diplomas or certificates issued by State normal schools or by the Commissioner of Education in this State."

This discretion will be exercised on evidence that the standards on which such diplomas and certificates were based are equal in value to standards in this State and that the applicant has proved to be a successful teacher for at least two years.

Legal requirements for cities

Primary and grammar schools

Under the provisions of chapter 1031 of the laws of 1895, no person who does not possess one of the following evidences of qualification can be employed in the *primary* and *grammar* schools of a city employing a superintendent of schools:

1 A life State certificate.

2 A diploma issued by the authorities of a State normal institution in this State.

3 A college graduate certificate issued by the Commissioner of Education.

4 Graduation from a three year course in a high school or academy approved by the Commissioner of Education, or from an institution of learning of equal or higher rank likewise approved, and subsequently thereto graduation from a school or class for the professional training of teachers, having a course of not less than 38 weeks, and which must also be thus approved.

5 Three years' successful experience in teaching and a valid teachers certificate.

The above provisions apply to the teachers employed in all the primary and grammar schools in each of the cities of the State. The certificate named under division 5 must be issued under the rules of the Commissioner of Education in all the cities of the State except Albany, Buffalo, Jamestown and New York. This certificate in all of the cities of the State except these four must therefore be issued under the regulations hereinbefore prescribed for school commissioner districts. In these four cities such certificate is issued under rules prescribed by the local authorities.

Requirements for admission to training classes

Candidates must possess: good health, good character, freedom from physical deformity, capacity for training.

Candidates must hold as a minimum qualification one of the following:

1 Any teachers certificate expired or unpired, issued in this State.

2 A standing of at least 65% in every subject required for an elementary certificate and in addition any 12 academic counts under the syllabus of 1900 or 18 counts under syllabus of 1905.

3 A Regents academic diploma, which must include advanced United States history or American history and civics, history of Great Britain and Ireland, physics, biology including physiology (or physiology with either botany or zoology), advanced arithmetic, drawing.

Requirements for admission to city training schools

The approved course of study as required for normal schools.

Requirements for admission to normal schools

Age. Candidates must be at least 16 years of age.

Scholarship. Candidates for entrance must present a high school diploma, or its equivalent to be approved by the Com-

missioner of Education. Beginning with September 1907, candidates must present a diploma of graduation from the minimum approved course as given below prescribed by the Commissioner of Education for admission to normal schools and city training schools under the provisions of chapter 1031 of the laws of 1895.

Candidates, 21 years of age, and who have had two years of high school work or its equivalent and in addition thereto have taught two years will be admitted to the normal school with the understanding that they must complete the high school conrse in addition to the professional course before they shall be graduated.

Graduates of training classes who entered the class upon a high school diploma and who have taught one year since graduation from the training class may complete the professional course in the normal school in one year if they possess the required aptitude for training.

MINIMUM REQUIREMENTS FOR AN APPROVED COURSE OF STUDY FOR ADMISSION TO NORMAL SCHOOLS AND CITY TRAINING SCHOOLS ON AND AFTER SEPTEMBER 1, 1907

A course of study in a high school or

academy to receive the approval of the Commissioner of Education, as required by chapter 1031 of the laws of 1895, entitled "An act to encourage and promote the professional training of teachers," must include 2880 recitation periods, of which the following subjects must be a part:

English. The course in English must be continuous throughout the four years, and must provide adequate instruction in

Literature Rhetoric and composition Grammar	494 hours[a]

History. The course in history must include the three following courses, each of which should be continuous throughout the year.

Ancient history	114 hours
History of Great Britain and Ireland	114 hours
American history with the development of civic institutions	152 hours

Mathematics. The course in mathematics must include

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[a] The term "hour" as used in this course means a recitation period of not less than 45 minutes.

Algebra (through quadratics). 190 hours
Plane geometry..... 190 hours

Science. The course in science must embrace biology (including human physiology) and physics. The laboratory method of teaching these subjects is prescribed.

Biology..... 190 hours
Physics..... 190 hours

Foreign languages. The course in foreign languages must include

Latin..... 380 hours
or
French..... 380 hours
or
German..... 380 hours

Drawing. The course in drawing must be continuous throughout the four years, and must provide adequate instruction for 228 hours.

Drawing..... 228 hours

Vocal music. The course in vocal music must be continuous throughout the four years, and should provide adequate instruction in sight singing from the staff and the use of common technical terms.

Vocal music..... 152 hours

The number of hours required in each subject is based on a school year of 38 weeks as a minimum.

DATES OF EXAMINATIONS

Regents examinations

	1907	1908	1909	1910
January	21–25	27–31	25–29	24–28
June	17–21	15–19	14–18	20–24
September	25–27	14–16	13–15	19–21

Training class, training school and kindergarten examinations 1906-10

In January and June as above, on Wednesday, Thursday and Friday of each week indicated

Uniform examinations for commissioners certificates

	1906	1907
August	9, 10	.....
November	8, 9	.....
January	.....	10, 11
April	.....	11, 12

Examinations for life State certificates

	1907	1908	1909	1910
August	19–23	24–28	23–27	22–26

Examinations for special drawing certificates

	1907	1908	1909	1910
June	21	19	18	24
August	23	28	27	26

Examinations for college certificates

	1907	1908	1909	1910
October	3, 4	....	....	....
September	....	24, 25	23, 24	29, 30

PROGRAMS

Daily program of uniform examinations

Thursday 9.15 a. m.	Friday 9.15 a. m.
Arithmetic Geography Drawing History of education	American history Algebra Bookkeeping Orthography
1.15 p. m.	1.15 p. m.
English composition Grammar Physiology and hygiene Current topics	Civil government School law Physics Methods and school management Reading

Daily program of training class, training school and kindergarten examinations

Wednesday 9.15 a. m.	Thursday 9.15 a. m.	Friday 9.15 a. m.
Psychology Nature study and physiology Spelling	Arithmetic School law Special kindergarten methods	History of education Geography
1.15 p. m.	1.15 p. m.	1.15 p. m.
School management Language, composition and grammar	American history Reading Special primary methods History and civics	Drawing Civics

Daily program of examinations for State certificates

Monday 9.15 a. m.	Tuesday 9.15 a. m.	Wednesday 9.15 a. m.	Thursday 9.15 a. m.	Friday 9.15 a. m.
	Arithmetic American history	Algebra English and American literature	Plane geometry Physics	Physiology and hygiene Bookkeeping
1.15 p. m.	1.15 p. m.	1.15 p. m.	1.15 p. m.	1.15 p. m.
Grammar Civil government School law	Composition and rhetoric Geology Chemistry	Geography Methods and school economy Spelling History and principles of education	Drawing Botany	General history Zoology Astronomy Latin French German Spanish

Daily program of examinations for college certificates

Thursday 9.15 a. m.	Psychology	Friday 9.15 a. m.	Principles of education
Thursday 1.15 p. m.	History of education	Friday 1.15 p. m.	Methods

Daily program of Regents examinations

SEPTEMBER 1905–10

September examinations are for professional and technical students only.

The day of the week of the September examination will vary from year to year.

9.15 a. m.	9.15 a. m.	9.15 a. m.
Advanced arithmetic *a*Rhetoric German, 1st year Latin, 1st year El. Algebra *a*American selections	Elementary English German, 2d year Plane geometry Physics El. United States history and civics	German, 3d year Arithmetic American history and civics *b*Stenography Caesar Geography Latin grammar El. Latin comp.
1.15 p. m.	**1.15 p. m.**	**1.15 p. m.**
English, 1st year English, 2d year English, 3d year 1905 syl. Advanced English English composition *a*El. botany *a*Roman history Psychology and prin. of education	French, 1st year Spelling *a*English selections Physiology and hygiene Economics El. bookkeeping Chemistry	Physical geography History of Great Britain and Ireland Civics *b*Typewriting Drawing History and principles of education

*a*Not given after September 1906. *b*For September 1906.

JANUARY AND JUNE, BEGINNING JUNE 1906

The oral examination in reading may be held any time during examination week at the convenience of the examiner.

Monday 9.15 a. m.	Tuesday 9.15 a. m.	Wednesday 9.15 a. m.	Thursday 9.15 a. m.	Friday 9.15 a. m.
Geography Elem. algebra Inter. algebra Solid geometry Adv. algebra	Arithmetic Plane geometry Trigonometry Adv. arithmetic Bus. arithmetic	Physiology Hist. Eng. lang. & lit. Latin, 1st year Cicero Latin grammar Psychology and prin. of ed. Economics Com'l law	Caesar El. Latin comp. Virgil Latin prose comp. Lat. prose at sight Lat. verse at sight Com'l geography Stenography	Greek, 1st year Homer's Iliad Greek prose comp. Gk. prose at sight Trans. of Homer at sight German 1, 2, 3, 4 Hist. & prin. of ed. Business corres.

JANUARY AND JUNE, BEGINNING JUNE 1906 (*continued*)

Monday 1.15 p. m.	Tuesday 1.15 p. m.	Wednesday 1.15 p. m.	Thursday 1.15 p. m.	Friday 1.15 p. m.
Spelling	Elem. English	Elem. U. S. hist.	Biology	Xenophon's Anab.
Drawing	English, 1st year	Physical geog.	Botany	Elem. Greek prose
Ancient history	English, 2d year	Chemistry	Zoology	Greek grammar
American history	English, 3d year	Adv. botany	Physics	French, 1st year
Civics	English, 4th year	Adv. zoology	Adv. drawing	French, 2d year
	English grammar	Hist. of Great Britain and Ireland	Typewriting	French, 3d year
	Adv. bookkeeping	European hist.	Hist. of commerce	French, 4th year
	*a*Adv. Eng. (till further notice)	Elem. bookkeep'g		Spanish, 1st year
	*a*Eng. comp. (till further notice)	Business practice		Spanish, 2d year
	*a*Eng. selections (through 1907)	*a*Roman history (through 1907)		Spanish, 3d year
	*a*Adv. Eng. comp. (through 1907)	*a*Medieval history (through 1907)		Bus. writing
	*a*English reading (through 1908)			
	*a*Hist. of literature (through 1908)			

*a*Following 1900 syllabus.

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